

TOWN MEETING

Wednesday, July 17, 2019
8:00 pm
Municipal Building

Agenda

- I. Call to Order
- II. Roll Call
- III. Moment of Silence
- IV. Pledge of Allegiance
- V. Consent Agenda
 - a. Approval of Agenda
 - b. Approval of Minutes from (July 1, 2019)
- VI. Legislation
- VII. Public Period (limit 2 minutes)
- VIII. New Business
- IX. Adjournment

**Mayor/Council
Town Meeting – 7:30 PM
Monday, July 1, 2019
Municipal Building
Meeting Minutes**

Call to Order: 7:35 PM

Roll Call: CM Barnes, CM Kennedy II, CW Noble, CW Hines, Mayor Muhammad present. CM Washington entered at 7:45PM. CW Mann absent. Quorum established.

Moment of Silence:

Pledge of Allegiance:

Approval of Agenda: Motion by CM Kennedy II to approve the agenda; seconded by CM Barnes; all in favor; motion passed.

Approval of Meeting Minutes from June 19, 2019: Motion by CW Hines to accept the minutes from June 19, 2019; seconded by CM Kennedy II; all in favor; motion passed.

Public Period: Mr. Larry Stoner asked about the timetable for adding chairs to the Community Gathering Space located off MD 210 (Indian Head Highway).

Ms. Darlene Kuny complimented the Mayor and Council on the newly repaved Municipal Building parking lot.

Staff Reports:

Treasurer's Report: Status report of the Town's finances for the month of June 2019 were distributed to the Town Council.

Public Works: CW Noble asked when the speed bumps would be painted. Mr. Melvin from Public Works stated that they had the paint available. CW Noble also asked about the status of the resolution to purchase trash cans. They had not received them yet.

Circuit Rider: Status report for the month of June 2019 were distributed to the Town Council.

Code Enforcement: Status report for the month of June 2019 were distributed to the Town Council.

Ombudsman: Status report for the month of June 2019 were distributed to the Town Council.

Police Chief: Chief Rease announced that the Neighborhood Watch is coming back. They will be holding a cook-out from July 20, 2019 11AM-4:30 PM at Bell Acre's Park.

Town Administrator: Status report for the month of June 2019 were distributed to the Town Council.

Council Reports:

Ward I: None

Ward II: CM Kennedy II commented on and recommended the classes and session held by the Maryland Municipal League (MML) in late June in Ocean City, MD for the Council, Mayor, and Staff. He also noted that a fire had displaced people in a Glassmanor apartment complex and implored the Town to look into relief efforts for those affected.

Ward III: CW Hines recommended the MML classes and thanked the Town for the opportunity to attend. She mentioned the active shooter situation class as especially helpful.

CW Noble stated that she went to the Prince George's County Municipal Association Breakfast and mentioned that a Parks and Planning attendee noted on the importance of the Town of Forest Heights participating in the 2020 National Census. She also attended a "Silent Party" hosted by the City of Seat Pleasant.

Mayor's Report: The Mayor also attended the MML classes. She commended CW Hines for assisting with the seminar on active shooter situations.

Legislation:

Resolution 44-19: A Resolution to approve and authorize Fiscal Year 2020 Maryland Census Grant Agreement between the Maryland Department of Planning (MDP) and the Town of Forest Heights (the Town); introduced by Mayor Habeeb-Ullah Muhammad. Motion by CW Hines to waive the full reading; seconded by CM Kennedy II; all in favor; motion passed. Motion by CM Kennedy II to adopt Resolution 44-19; seconded by CM Washington: discussion; vote (6) yes; (0) no; motion passed.

Resolution 45-19 will be discussed in closed session.

Resolution 46-19: A Resolution to accept the training grant from Local Government Insurance Trust for the Town of Forest Heights Police Department; introduced by Mayor Habeeb-Ullah Muhammad. Motion by CM Kennedy II to waive the full reading; seconded by CW Hines; all in favor; motion by CM Kennedy II to adopt Resolution 46-19; seconded by CM Washington; discussion; vote (6) yes; (0) no; motion passed.

Resolution 47-19: A Resolution to approve the expenditure totaling an amount not to exceed \$7,300 from the Police Department to purchase 1 green dual purpose K9 from Ventosa's K9 Kennel Inc., a sole source vendor, upon such cause having been approved by the Chief of Police; introduced by Mayor Habeeb-Ullah Muhammad. Motion by CM Washington to waive the full reading; seconded by CW Hines; all in favor; discussion; Chief Rease stated that the vendor had been used by Charles County; recommendation by the Town Attorney to accept it with the condition that the company produce a certificate of good standing with the State of Maryland; motion by CM Kennedy II to adopt Resolution 47-19 with the amendment of requiring a certificate of good standing; seconded by CW Hines; vote; (6) yes; (0) no; motion passed as amended.

Resolution 48-19: A Resolution to authorize the Mayor and Council to accept the proposal and enter into a contract with ASIL Public Relations, LLC to maintain community engagement/public relations for the Town of Forest Heights Police Department; introduced by Mayor Habeeb-Ullah Muhammad. Full reading; discussion; Ms. Lisa Wright with ASIL stated that the company had been in business since 2012; the Town attorney asked if the Town planned to have multiple quotes; the Town Clerk produced the required quotes to establish that the Town was meeting competitive bidding requirements.

Motion to go into closed session: Motion by CM Kennedy II to go into closed session; seconded by CM Washington.

Closed Session – (8:54 pm) motion by Mayor Muhammad to go into a closed session to discuss any other personnel matters under State Government Article Section 10-508(a)

#1(i) on the closed meeting form to appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees, or officials over whom the Town has jurisdiction;

#7 to consult with counsel to obtain legal advice on a legal matter.

all in favor motion passed; vote (6) yes; (0) no.

Persons present for the closed session were: Mayor Muhammad; CW Hines; CM Barnes; CM Noble; CM Kennedy II; CM Washington; Town Attorney Kevin Best; Town Administrator Linwood Robinson; Chief Rease and Town Clerk Mrs. Hawkins.

End closed session – there was a motion; all were in favor

Back in session – 9:15 p.m.

Resolution 45-19: A Resolution to approve the employment and appointment of Paris Vanburen as a Full-Time Police Officer to serve within the Forest Heights Police Department; introduced by Mayor Habeeb-Ullah Muhammad. Motion by CM Washington to waive the full reading; seconded by CM Kennedy II; all in favor; motion by CM Kennedy II to adopt Resolution 45-19; seconded by CM Washington; discussion; vote (6) yes; (0) no; motion passed.

New Business: CM Washington subject that the Town donate backpack & school supplies.

Adjournment –9:55 pm

Sherletta Hawkins

Submitted by Town Clerk